

## **Fee Schedule**

- A. The registration fee must accompany the registration form. Registration fees are non-refundable.
- B. September's tuition will be required by June 15<sup>th</sup>. This is refundable only if the following criteria are met: 1.) a notice is sent to the school in writing 2 weeks prior. 2.) The spot they are vacating can be filled. 3.) A family is relocating to an area away from the school.
- C. The monthly tuition is not refundable after remittance.
- D. Applications for registering your child may be obtained by contacting the Director at the Kindergarten office at 288-4729 or by downloading them from the school's website **[www.mumcpreschool.com](http://www.mumcpreschool.com)**.
- E. Tuition envelopes will be made for each family, sent home with each child or the elder child if you have more than one child in our program. Tuitions are due by the first school day of the month. We use the same tuition envelope throughout the entire school year. Please return your check in this envelope with your child's name on the memo line. We will only replace this envelope once. After the first replacement, you will need to send in tuition in one of your envelopes.
- F. A \$20.00 late fee will be charged for fees arriving after the 1<sup>st</sup> school day of the month that the tuition is due. If your child does not attend school on the first of any given month, send in the tuition the last day of that month his or her class meets, to avoid the late fee. Tuitions will not be refunded for a temporary absence or illness.
- G. If it is necessary to withdraw your child during the school year, please call or send a written notice two weeks in advance to the Kindergarten office.
- H. Registration fees will be prorated when a child is enrolled after the school year begins.
- I. A \$30.00 charge will be assessed for any check returned for non-sufficient funds.
- J. Tuition rates are listed on registration forms.